

Tips on using the NCHS Research Data Center

The NCHS RDC is a physical space located at NCHS in Hyattsville, Maryland where researchers are allowed access to NCHS data files that cannot be released to the public.

Applicants must submit a written proposal to use the RDC. The proposal does not have to be long. In addition to the cover letter, title, abstract, and Vita, 5-8 single-spaced pages is often sufficient. NCHS will review the proposal.

Please allow a month for review.

The Research Proposal should contain the following:

- A. Cover letter, Project Title, and Abstract.
- B. Full personal identification and institutional affiliation. If a student, a letter from the department chair or advisor stating that the applicant is a student working under the direction of the department.
- C. Current resume or Curriculum Vitae.
- D. Dates of proposed use of RDC or the remote access system.
- E. Source of funding.
- F. Summary of the research, including why publicly available data are insufficient.
- G. A complete list of the NCHS data requested - source, files, years, variables.
- H. Details concerning the user supplied data, if any, to be merged with the NCHS data. This includes documentation, file layout, number of records, and restriction on NCHS using the data (can other researchers use it?).
- I. Software requirements. Currently SAS Version 8.2 and Version 9.1 for Windows, STATA Version 8, SPSS Version 11.5, SUDAAN 8.0, LIMDEP, HLM Version 5.02, and Watcom Fortran are available in the NCHS RDC. More recent versions of these software packages, and other software can be made available with sufficient lead time.

User Supplied Data---The NCHS RDC allows users to supply their own data to be merged with NCHS data sets. The user-supplied data may consist of proprietary data collected and 'owned' by the user or other publicly available data obtained by the user such as census data. Users *must* provide NCHS-RDC staff with complete documentation.

Cost of using the RDC---Researchers using the NCHS RDC are charged to defray the costs of space, equipment, staff time, etc. The cost per project is: \$200 per day for ONSITE use;

- \$500 per year for REMOTE ACCESS to NSFG-Contextual Data File.
- There are setup charges (usually \$500) for files requiring merging of additional data or creating custom file formats.

All applicants are required to sign the Agreement Regarding Conditions of Access to Confidential Data & the Researcher Affidavit of Confidentiality. Your application package should be mailed to:

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Hyattsville, MD 20782
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fax: (301) 458-4039
RDC web page: <http://www.cdc.gov/nchs/r&d/rdc.htm>